



## MIAMI-DADE COUNTY

### Student Application for County Internship

Send as an attachment to: [internships@miamidade.gov](mailto:internships@miamidade.gov)

Or

Mail or Fax to: Human Resources, 111 NW First Street, Suite 2020, Miami, FL 33128

Fax: (305) 375-5768

Application for session and year (check only one) for which you are applying:

A. Summer \_\_\_\_\_ (year)

B. Fall \_\_\_\_\_ (year)

C. Spring \_\_\_\_\_ (year)

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Last First MI

Current Address: \_\_\_\_\_ Telephone : (\_\_\_\_) \_\_\_\_\_  
(City, state, zip) \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Telephone : (\_\_\_\_) \_\_\_\_\_  
(City, state, zip) \_\_\_\_\_

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County Internships will be available at various locations throughout Miami-Dade County. Please indicate any preferences and/or limitations you have on location:

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High School/College/University: \_\_\_\_\_

Current Major/Career Strand: \_\_\_\_\_ Current Minor \_\_\_\_\_

Estimated Overall GPA: \_\_\_\_\_ Credit Hours Completed (Thru last semester): \_\_\_\_\_  
Number of credit hours enrolled during current semester: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

If selected, will you receive Academic Credit for this Internship? Yes \_\_\_\_\_ No \_\_\_\_\_

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Why do you want to participate in the County's Internship Program? What do you hope to learn or accomplish during your Internship?

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Please check all skills in which you have an intermediate to advanced level proficiency:

<input type="checkbox"/> Web Design	<input type="checkbox"/> Written Communications/ Report Writing	<input type="checkbox"/> Graphic Design
<input type="checkbox"/> Word Processing	<input type="checkbox"/> Database Management	<input type="checkbox"/> Spreadsheets
<input type="checkbox"/> Oral Presentations	<input type="checkbox"/> Relationship Building	<input type="checkbox"/> Instructing/Training

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What are some of your other skills, abilities, or interests that are not listed above?

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Please describe your participation in extracurricular activities which may contribute to your effectiveness as an Intern. Be sure to include any leadership positions held:

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Describe any work experiences you have had, either paid or volunteer, you believe would be relevant to this internship:

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Do you have or can obtain a valid driver's license? ☐ Yes ☐ No

Are you multilingual? Yes ☐ No ☐ List Languages: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

*\*\*\*Please be advised that all applications selected for an internship with Miami-Dade County will be required to successfully complete a background check prior to placement. The offer of an internship is contingent upon favorable results from the applicant's background check.*